

~~CONFIDENTIAL~~

61728
22 October 1954

MEMORANDUM FOR: Addressees Noted Below of Distribution

SUBJECT: Proposed Regulation No. [REDACTED], Electric Accounting
Machine Services (Job #235-TT)

25X1A

1. The subject Regulation is submitted for your concurrence and comment.

2. The purpose of this Regulation is to inform the various components of the Agency with respect to the service provided by the Machine Records Division, outline the policy applicable to electric accounting machine processes, set forth the responsibilities of the Office of the Comptroller pertaining thereto, and prescribe procedure for the submission of Machine Records Project Work Orders to ascertain the feasibility of the application of electric accounting machine methods in compiling records or statistics.

3. This Regulation was initiated by the Office of the Comptroller and any questions regarding it may be referred to Mr. [REDACTED], Technical Accounting Staff, Office of the Comptroller, extension [REDACTED]

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4. Please indicate your concurrence or comment on the attached Concurrence Sheet and submit to this Staff by 12 November 1954.

[REDACTED]
Chief, Regulations Control Staff

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cc: S/A DCI for Planning and Coordination - 1
Deputy Director (Administration) - 2
General Counsel - 1
Comptroller - 3 - Info
Deputy Director (Intelligence) - 10
Deputy Director (Plans) - 14
Assistant Director for Communications - 3
Assistant Director for Personnel - 5
Director of Training - 3
Inspector General - 1
Chief of Logistics - 7
Director of Security - 6

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